

MEETING OF THE
BOARD OF LIBRARY TRUSTEES
August 8, 2023
MINUTES

Conducted by Remote Participation

Call to Order

Chair Stephen Quinlan called the meeting to order at 7:18 p.m. In attendance were trustees Heather Calvin, Adam Delmolino, Jonathan Gates, Amy Hampe, as well as Anna Litten, library director. Mr. Quinlan shared open meeting law information as it pertains to remote meetings and read the Resolution Acknowledging Native Lands.

Community Time

There were no comments from members of the community.

Approval of June 13 Meeting Minutes (vote)

Mr. Quinlan moved to approve the June 13 Meeting Minutes as amended. Mr. Delmolino seconded the motion. Under Guidance from the Attorney General's office, the Board held a roll call vote. Ms. Calvin voted aye, Mr. Gates voted aye, Ms. Hampe voted aye. The Board approved the June 13 Meeting Minutes.

Report of FY23 Trust Fund Expenditures and Vote for FY24 Trust Fund Allocation (vote)

Ms. Litten presented the FY23 Trust Fund Expenditures and the FY24 Trust Fund Allocation request. The report included the Russell Fund Report FY23. The Board discussed the report. Mr. Delmolino moved to approve the FY24 Trust Fund Allocation request. Ms. Calvin seconded the motion. Mr. Gates voted aye, Ms. Hampe voted aye, Mr. Quinlan voted aye. The Board approved the FY24 Trust Fund Allocation.

Russell Fund Report FY23

Ms. Litten presented the Russell Fund Report as part of the Trust Fund presentation (see above).

Approval of FY24 Trustee and Administration Goals

Ms. Litten presented FY24 trustee and administration goals. Mr. Delmolino inquired whether the list should be rearranged to indicate priorities. Discussion ensued regarding whether additional items should be added to the list. Ms. Litten will modify the goals and present it

for a vote at a future meeting.

Fox Branch Library Facility Needs Committee Report

Ms. Calvin presented the Facility Needs Committee Report, including a listing of the committee's members. The Committee will be shifting its strategy in identifying a consultant to assist with community engagement.

Review of FY23 Annual Report Information Survey

Ms. Litten presented the Annual Report Information Survey (ARIS). The Board expressed no material concerns. Mr. Quinlan will meet with Ms. Litten to sign the survey.

Director's Report

The Board discussed the Director's Report.

Town Day Booth

Ms. Litten discussed the library's Town Day activities and preparations.

Foundation Liaison Update

Ms. Hampe discussed the Foundation meeting.

Friends Liaison Updates

Mr. Gates shared the details from the Friends of Robbins meeting. Mr. Quinlan discussed recent correspondence with the Friends of Fox group.

Communications and Announcements

Ms. Litten discussed the upcoming Town wide Civic Academy, in particular the session focused on libraries on September 21.

Unanticipated Items

There were no unanticipated items.

Date of Next Meeting: September 12, 2023

Adjournment (vote)

Mr. Delmolino motioned to adjourn. The Board held a roll call vote. Ms. Calvin voted aye, Mr. Gates voted aye, and Ms. Hampe voted aye, Mr. Quinlan voted aye. The meeting adjourned at 9:14 p.m.

Materials Distributed:

- August 8 Meeting Agenda
- June 13 Meeting Minutes
- Trust FY 23 Expenditures and FY 24 Request and Russell Fund Report
- FY24 Trustee and Admin Goals
- FY24 ARIS Survey
- Library Director Report and July 2023 Circulation Data